

Job Title/Series/Grade: Appraiser, GS-1171-13

Job Announcement Number: 7614-10-DE

Duty Location: Portland, OR

Position Information: This is a TERM position with a full-time work schedule.

Anticipated Number of Positions To Be Filled: More than one position may be filled.

Opening Date: 01/25/10

Closing Date: 02/12/10

Salary range: \$86,260- \$112,136 per year

Organization: Transmission Services, Real Property Support Services - TERS

Who May Be Considered: Applications will be accepted from United States citizens.

Job Summary:

The Bonneville Power Administration (BPA) has been powering the Pacific Northwest for over 70 years. Today BPA is regarded as a world leader, operating one of the nation's largest high voltage transmission systems with more than 15,000 miles of line and providing half the electricity used in the Northwest. In addition to transmission, BPA helps fund and manage the largest fish and wildlife program in the world; invests in new renewable generating resources for the Northwest such as wind and geothermal projects; and is a leading partner in promoting energy conservation and efficiency programs.

Not only is BPA recognized as a world leader in transmission but BPA has received numerous awards including Oregon State's "Families in Good Company". How did we become a world leader? The answer is simple -- our people. And the best part of all, our employees get to work, live, and play in the great Pacific Northwest! You can learn more about BPA at www.bpa.gov. For information on BPA's Mission, Vision and Core Values, please click on the following link: About BPA.

Key Requirements:

- Pre-Appointment Background Investigation may be is required.
- Overnight Travel over 11 days per month, 80% travel required for this job. The work of this position requires
 the incumbent to travel by air, land, and water; and to make frequent day trips and overnight travel (may be
 for extended periods of time) is required to complete the work of this position.
- Field work will require the physical requirements of walking, balancing, climbing, standing, sitting, lifting/carrying, pushing/pulling, twisting/bending/stooping, reaching, handling/grasping, crouching, kneeling/crawling, fingering/feeling, talking, hearing, vision and smell.
- Applicants must possess and maintain a current valid State's Driver License as a condition of appointment.
 If selected, you will be required to provide proof that you meet this requirement.
- Confidential Financial Disclosure: Selectee will be required to complete the Office of Government Ethics Standard Confidential Financial Disclosure Report (OGE450e) within 30 days of employment and annually.

<u>SELECTIVE PLACEMENT FACTOR:</u> This position has a selective factor which will be used as a screen-out element. Applicant must have an appraisal general certification from one of the appraisal licensing states or territories of the United States.

NOTES:

This is a full-time, Term (time limited) position. The first period of the appointment will be 13 months, and it may be extended up to four (4) years in one year increments. Extension is not guaranteed. At the expiration of the 4-year period, the appointment will be terminated. A Term appointment does not confer competitive (permanent) status nor entitle the term employee to non-competitive appointment to permanent positions or transfer to other agencies without competition. Term employees are eligible for coverage under the retirement system, health insurance, life insurance and Thrift Savings Plan (401K). Employees are also eligible to receive within-grade increases (periodic pay raises) if work performance is satisfactory; and annual comparability pay increase as established by Executive Orders.

<u>MAJOR DUTIES</u>: Join us in an exciting opportunity to create strategic and innovative solutions that facilitate the achievement of critical business objectives and improved organizational effectiveness. In the role as an Appraiser for Bonneville Power Administration's (BPA) Real Property Services you will be responsible for the preparation and review of highly complex/unique and often controversial appraisal assignments prepared by appraisers within or outside BPA.

You will assist the Supervisory/Chief Appraiser in: the training of BPA appraisers and/or Realty Specialists; helping establish BPA appraisal policies, practices and programs; assuring quality appraisal/cost estimate control; assist with Realty Specialist appraisal work activities, leases, and disposals, as well as valuation guidance for BPA's Transmission Services, Environmental, Tribal Relations, Fish & Wildlife, and Workplace Services organizations.

Your duties will involve being responsible for the preparation or review of highly complex narrative appraisal assignments not susceptible to treatment by accepted and established procedures on all types of unique and common real property and many personal property rights prepared by BPA staff.

You will be required to know the valuation of minerals, timber, all forms of easements, rights-of-ways, communication sites, ranch and agricultural properties, market/feasibility studies, commercial, industrial and residential properties, Native American tribal lands, and environmentally-sensitive lands.

As a technical authority in real property valuation, you will be responsible for maintaining professional valuation standards and ethics common to industry norms which require proficiency in and working knowledge of the requirements documented in Title XI of the Financial Institutions Reform, Recovery and Enforcement Act of 1989 (FIRREA), Public Law 91-646 (Relocation Assistance and Real Property Acquisition Act), and the Uniform Appraisal Standards For Federal Land Acquisitions.

QUALIFICATION REQUIREMENTS: Applicants must have had a total of 1 year specialized experience that has equipped them with the particular knowledge's, skills and abilities to perform successfully the duties of the position, and that is typically related to the work of this position. **Specialized experience:** Experience in which applicant was responsible for routine appraisal assignments and valuation problems (e.g. easements, rights-of-ways, ranch and agricultural properties, market/feasibility studies, commercial, industrial and residential properties.) as well as private sector appraisal experience that included preparation of long form narrative appraisal reports, and eminent domain appraisal activity.

Note: In order to be rated as qualified for the position, we must be able to determine that you meet the specialized experience requirement - please be sure to include this information in your application. To be creditable, specialized experience must have been equivalent to the next lower grade of the position to be filled. Applicants who have qualifying experience performed on less than a full-time basis must specify the percentage and length of time spent in performance of such duties.

How Will You Be Evaluated:

You will be evaluated to determine if you meet the minimum qualifications required; and on the extent to which your application shows that you possess the knowledge, skills, and abilities associated with this position as defined below. When describing your knowledge, skills, and abilities, please be sure to give examples and explain how often you used these skills, the complexity of the knowledge you possessed, the level of the people you interacted with, the sensitivity of the issues you handled, etc. Failure to submit narrative responses to the KSAs may negatively affect your eligibility and/or rating.

- 1. Skill in the application of real estate/real property laws, principles, techniques and methodologies as they apply to appraisal valuation practice. [Using specific examples, describe your role and responsibilities demonstrating your level of experience and proficiency applying laws, principles, rules and regulations [such as: Title XI of the Financial Institutions Reform, Recovery and Enforcement Act of 1989 (FIRREA), Uniform Standards of Professional Appraisal Practice (USPAP), Public Law 91-646 (Relocation Assistance and Real Property Acquisition Act), and the Uniform Appraisal Standards For Federal Land Acquisitions] in the following realty discipline, and also list any professional accreditations you hold.]
 - *Appraisal: Skill in appraising fee simple and partial interest rights in Real Estate/Real Property (fee simple, easement, or leases); Skill in appraising various property types (agricultural, forest land, residential, industrial, commercial etc.); Skill in the understanding and proper application of timber land, mineral and water right appraisal products; Skill in reviewing complex fee simple and/or partial interest (fee simple, easement or lease); ability to appraise crop damage.
- 2. Skill in applying appraisal principles, methods, and techniques as they apply to Native American Tribal and/or various governmental/private sector properties/holdings. [Discuss your experience valuing real estate/real property which may have included condition, size, boundaries, and topographical features; easements, rights-of-way, encroachments; improvements; and environmental conditions, and mineral or water rights. Include experience reviewing and conducting condemnation valuation appraisal assignments and the scope of private sector appraisal experience (e.g. types of narrative appraisal reports, valuation of leases and/or partial interests, eminent domain, lending institution appraisal work, portfolio appraisal work, etc.)]
- 3. Ability to interpret and apply Federal realty laws, regulations, and practices. [Describe your experience working with Federal realty laws, regulations, and policies. Describe the geographic area of coverage (area of operations/states worked in) and experience with Federal Land Holdings or Native American Tribal valuation and evaluation assignments.]
- 4. Skill in communicating technical information orally and in writing to others from various backgrounds and knowledge levels. (Discuss your experience clearly and concisely sharing technical information. Describe the levels of personnel you communicated with (e.g. internal or external to an Agency/company, property owners, executives, supervisors, managers, peers, subordinates, etc.). Outline your skill in presenting both verbally and in writing ideas and/or reports which are shared with employees or clients at all levels; to develop an atmosphere of teamwork through shared ideas and goals within an agency/company or with clients; to negotiate resolution on controversial issues.)
- 5. Ability to work independently and complete high production assignments while maintaining production quality. [Describe your experience working independently, effectively prioritizing workload, and completing high production appraisal assignments while under pressure of diverse demands from various sources, changes in priorities, and short deadlines. Discuss the nature and scope of the projects, and your ability to meet or exceed critical deadlines (or the requirement to negotiate adjusted deadlines), while maintaining production quality.]

CAREER TRANSITION ASSISTANCE PROGRAM (CTAP)/INTERAGENCY CAREER TRANSITION ASSISTANCE PROGRAM (ICTAP): If you are an eligible Career Transition Assistance Program (CTAP) or Interagency Career Transition Assistance Program (ICTAP) applicant you may apply for special selection over other applicants for this position. Individuals who have special priority selection rights under the Agency CTAP or the ICTAP must be well qualified for the position. To be well qualified, applicants must applicants must satisfy all qualification requirements for the vacant position, including being evaluated at the "3" or equivalent rating level or above on all rating and ranking criteria established for the vacancy. CTAP and ICTAP eligibles must submit the following as proof of eligibility for special selection: A copy of an agency separation notice; a copy of your most recent Performance Rating, a copy of your "Notice of Personnel Action (SF-50) or equivalent that documents separation (must include your position, grade level, and duty location). You may also submit an agency certification that you cannot be placed after injury compensation has been terminated; or an OPM notification that your disability annuity has been terminated; or a Military Department or National Guard Bureau notification that you are retired under 5 U.S.C. 8337(h) or 8456. Please annotate your application to reflect that you are applying as a CTAP or ICTAP eligible. For additional information, please refer to: Career Transition Resources.

<u>VETERANS PREFERENCE</u>: Five-point preference is given to those honorably separated veterans (this means an honorable or general discharge) who served on active duty (not active duty for training) in the Armed Forces: during any war (this means a war declared by Congress, the last of which was World War II); during the period April 28, 1952, through July 1, 1955; for more than 180 consecutive days, any part of which occurred after January 31, 1955,

and before October 15, 1976; during the Gulf War period beginning August 2, 1990, and ending January 2, 1992; or for more than 180 consecutive days, any part of which occurred during the period beginning September 11, 2001, and ending on the date prescribed by Presidential proclamation or by law as the last day of Operation Iraqi Freedom; or in a campaign or expedition for which a campaign medal has been authorized, such as El Salvador, Lebanon, Granada, Panama, Southwest Asia, Somalia, and Haiti. You must submit a copy of your DD-214 (Member 4 copy of your discharge papers) with your application. You may be entitled to a 10-point veteran's preference if you are a disabled veteran or Purple Heart recipient or you are the widow, widower, or mother of a deceased veteran. You must submit a Standard Form 15 (SF-15) and documented proof of your claim to receive 10 pt. preference.

APPLICATION INFORMATION:

There is no specific required application form. There is specific information that you are required to submit. For further information on completing your application, please refer to the statement below "Required Information on Resumes."

- Applicants may, at their choice, submit a resume, the Optional Application for Federal Employment (OF 612), a copy of the obsolete Application for Federal Employment (SF 171), or any other written application format.
- All applications must contain sufficient information to determine eligibility for the position.
- Applicants will not be contacted for missing information. Material received after the closing date will not be accepted.

HOW TO APPLY:

Submit your application with supplemental information. It must be received with the application. Your application package should include the following:

- 1. Your resume, or other application, that fully describes your education and experience.
- 2. Narrative responses to Knowledges, Skills, and Abilities.
- 3. If you are applying for consideration with 5-point veteran's preference, you must provide a copy of your DD-214 (Member 4).
- 4. If you are applying for consideration with 10-point veteran's preference, you must provide a copy of your DD-214 (Member 4), Standard Form 15 (Application for 10-Point Veteran Preference), and documented proof of claim as specified on SF-15. (SF-15 form).
- 5. All applicants are encouraged to complete and submit BPA F 3330-11e, Applicant Disability, Race/National Origin and Gender Identification form (attached).

REQUIRED INFORMATION ON RESUME*:

Please do not include Social Security Numbers or birth dates on any documents submitted.

- 1. Announcement number, title, and grade of the position for which you are applying.
- 2. Your full name, mailing address, and day and evening telephone number.
- 3. Your e-mail address (please provide if available failure to provide will not effect the processing of your application.)
- 4. Country of citizenship.
- 5. High school attended which includes name of high school, location (city/state), and date of diploma or GED.
- 6. Work experience (Paid and non-paid experience related to the job for which you are applying. Include job title ((YOU MUST INCLUDE SERIES AND GRADE IF FEDERAL JOB), duties and accomplishments, employer's name and address, supervisor's name and phone number, starting and ending dates (including month and year), salary, hours worked per week, salary).
- 7. Indicate if we may contact your current supervisor.
- A list of other job related training, skills (for example, languages, tools, machinery, typing speed, etc.), certificates
 and licenses, honor societies, awards, professional membership, publications, leadership activities, performance
 awards, etc.
- **Please note that if your resume or application does not provide all the information requested in the vacancy announcement, you may lose consideration.

FORMS AVAILABILITY:

All application materials may be obtained from all Bonneville Power Administration Human Resources offices @ 905 NE 11th Avenue, Portland, OR 97232), or by calling 503-230-3230 or 1-877-975-4272. You may also download a copy of this announcement, including all forms from our website at http://www.jobs.bpa.gov./

If you have questions, you may call the Talent Acquisition Team at 503-230-5318, or 1-877-975-4272.

Applicants should retain a copy of their application as BPA does not return applications or provide copies.

WHERE TO APPLY:

If mailing your application, please send to the following address: Bonneville Power Administration, ATTN: Human Resources, Talent Acquisition Team – NHQ-1, PO Box 3621, Portland, OR, 97208-3621. If applications are delivered in person, they can be delivered to: Bonneville Power Administration, Human Resources, Talent Acquisition Team, NHQ-1, 905 NE 11th Avenue, Portland, OR 97232. *Please note that if you do not currently have a building access pass, and are hand delivering your application, you will not be able to gain access into the building after 6 p.m.*

RECEIPT OF APPLICATION:

Your complete application must be received no later than 11:59 pm Pacific Time (PT) of the closing date to be accepted. Applications submitted by fax or e-mail must be time/date stamped or electronically postmarked at point of origin no later than 11:59 pm PT.

Applicants will be notified of receipt of their application package.

FAX APPLICATIONS:

Faxed applications should be sent to 503-230-3149. Applicants are responsible for ensuring that application materials transmit successfully.

EMAIL APPLICATIONS:

Applications should be sent as email attachments to: jobs@bpa.gov. The Announcement Number must be included in the subject line of the email. Required forms may be sent as email attachments, may be faxed, or sent as hard copy. Application materials provided by different means must be cross–referenced so they may be combined at BPA. Applicants who apply by email will receive an email confirmation. Applicants are responsible for ensuring that application materials are formatted in a manner that will transmit successfully.

SECURITY & SUITABILITY:

The sensitivity level of this position is designated as Low Risk - Nonsensitive), which requires that the selectee pass a National Agency Check with Inquiries (NACI) personnel investigation and receive a favorable suitability determination. Under existing OPM regulations, current Federal employees transferring from another department or agency who have successfully passed this level (or higher) personnel investigation will not be subject to reinvestigation under OPM suitability regulations.) Further, employees with unescorted access to facilities, systems, and equipment, which, if destroyed, degraded, or otherwise rendered unavailable, would affect the reliability or operability of the bulk electric system, or have access to critical cyber assets that are essential to the reliable operation of the bulk electric system will be required to undergo a Special Agency Check every seven years, thereafter (or sooner if for cause.)

Further information regarding background investigations may be found at: http://www.justice.gov/usao/id/externship/faq.pdf

Contact Information:

Human Capital Management Talent Acquisition - NHQ-1 Phone: 1-877-975-4272 Fax: 503-230-3149

Or Write: Bonneville Power Administration P.O. Box 3621 Portland OR 97208-3621

What to Expect Next:

You will receive notification that we have received your application. This notification will also explain our process in more detail.

You may check the status of closed vacancy announcements on our website at:

http://www.iobs.bpa.gov/Job_Search/index.aspx

EEO Policy Statement

The United States Government does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factor.

Reasonable Accommodation

Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

Veterans Information

Veterans who served on active duty in the U.S. Armed Forces and were separated under honorable conditions may be eligible for veterans' preference. For service beginning after October 15, 1976, the veteran must have served the required length of time and have a Campaign Badge, Expeditionary Medal, a service-connected disability, or have served in the Gulf War between August 2, 1990, and January 2, 1992.

The Veterans Employment Opportunity Act (VEOA) gives veterans access to job vacancies that might otherwise be closed to them. The law allows eligible veterans to compete for vacancies advertised under agency's promotion procedures when the agency is seeking applications from outside of its own workforce.

To claim veterans' preference, veterans should be ready to provide a copy of their DD-214, Certificate of Release or Discharge from Active Duty, or other proof. Veterans with service connected disability and others claiming 10 point preference will need to submit Form SF-15, Application for 10-point Veterans' Preference.

For more specifics on all veterans employment issues such as Veterans preference or special appointing authorities see the VetGuide.

Legal and Regulatory Guidance

Privacy Act - Privacy Act Notice (PL 93-579): The information requested here is used to determine qualifications for employment and is authorized under Title 5 U.S.C. 3302 and 3361.

Signature - Before you are hired, you will be required to sign and certify the accuracy of the information in your application.

False Statements - If you make a false statement in any part of your application, you may not be hired; you may be fired after you begin work; or you may be subject to fine, imprisonment, or other disciplinary action.

Selective Service - If you are a male applicant born after December 31, 1959, you must certify that you have registered with the Selective Service System, or are exempt from having to do so under the Selective Service Law.

APPLICANT DISABILITY, RACE/NATIONAL ORIGIN AND GENDER IDENTIFICATION (Please read the instructions and Privacy Act Statement before completing this form)

PRIVACY ACT STATEMENT

This data is being collected to plan and evaluate the agency's recruitment of persons with disabilities, minorities and women, and to help ensure that agency personnel practices meet the requirements of Federal law and regulation. The data you supply will be used for statistical analysis only. **SUBMISSION OF THIS INFORMATION IS VOLUNTARY**. Failure to provide this information will have no effect on the processing of your application for Federal employment. Individual personnel selections are not made based on this information.

Authority: Sections 1302, 3301, 3302, 3304 and 7201 of Title 5 of the U.S. Code, Section 2000e of Title 42 of the U.S. Code; and Section 791 of Title 29 of the U.S. Code.

Section 791 of Title 29 of the O.S. Code.	
Vacancy Announcement Number	2. Position Title, Series, Grade
3. Name (Last, First, Middle Initial)	Are you a U.S. Citizen? Yes No (check one)
5. Gender Male Female	
6. SECTION A. DISABILITY STATUS	
	ent, which substantially limits one or more major life activities. Please numeric code in the box above which best describes your disability, if esults in the most substantial limitation.
01. I do not wish to identify my handicap status. 05. I do not have a disability SPEECH/HEARING/VISION IMPAIRMENTS	
sounds]; stuttering; aphasia [impaired language 15. Hard of hearing (Total deafness in one ear or inability 16. Total deafness in both ears, with understandable spe 17. Total deafness in both ears, and unable to speak clea 22. Ability to read ordinary size print with glasses, but wit extent that mobility is affected – "Tunnel vision"	arly. h loss of peripheral (side) vision (Restriction of the visual field to the '). glasses (can read oversize print or use assisting devices such as
33. Both hands or arms3435. One hand or arm <u>and</u> one foot or leg36	. One foot 32. One leg . Both feet or legs . One hand or arm <u>and</u> both feet or legs . Missing both hands or arms <u>and</u> both feet or legs. rronic pain, stillness, or weakness in bones or joints, there is some
48 . Hip or pelvis 49 . Back 57	. One or both arms 47. one or both legs . Any combination of two or more parts of the body blem, including palsy and cerebral palsy, there is some loss of ability nk.)
 61. One hand 62. One arm, any part 63. Both legs, any part 66. Both arms, any part 67. One side of the body, including one arm and one leg. 	. One leg, any part 64. Both hands 68. Three or more major parts of the body (arms and legs)

7. COMPLETE PARALYSIS (Because of a brain, nerve, or muscle problem, including palsy and cerebral palsy, there is complete loss

72. One arm

73. Both arms

of ability to move or use a part of the body, including legs, arms, and/or trunk.)

70. One hand

71. Both hands

- **74**. One leg
- 75. Both legs
- 76. Lower half of body, including legs
- 77. One side of body, including one arm and one leg
- 78. Three or more major parts of body (arms and legs)

OTHER IMPAIRMENTS

- 80. Heart disease with no restriction or limitation of activity (History of heart problems with complete recovery.)
 - 81. Heart disease with restriction or limitation of activity
 - 82. Convulsive disorder (e.g. epilepsy)
 - 83. Blood disease (e.g. sickle cell anemia, leukemia, hemophilia)
 - 84. Diabetes
 - **86**. Pulmonary or respiratory disorders (e.g. tuberculosis, emphysema, asthma)
 - 87. Kidney dysfunction (e.g. if dialysis [Use of an artificial kidney machine is required])
 - 88. Cancer (a history of cancer with complete recovery)
 - **82**. Cancer (undergoing surgical and/or medical treatment)
 - 90. Mental retardation (Chronic and lifelong condition involving a limited ability to learn, to be educated, and to be trained for useful productive employment as certified by a State Vocational Rehabilitation agency under section 213.3102(t) of Schedule A.)
 - **91**. Mental or emotional illness (A history of treatment for mental or emotional problems.)
 - **92**. Severe distortion of limbs and/or spine (e.g. dwarfism, severe distortion of the back)
 - 93. Disfigurement of face, hands, or feet (e.g. distortion of features on skin, such as those caused by burns, gunshot injuries, and birth defects [gross facial birthmarks, club feet, etc.])
 - **94**. Learning disability (A disorder in one or more of the processes involved in understanding, perceiving, or using language Or concepts [spoken or written]; e.g. dyslexia.)
- **06**. I have a disability, but it is not listed above: Describe below:

SECTION B. ETHNICITY AND RACE IDENTIFICATION: Specific Instructions: The two questions below are designed
to identify your ethnicity and race. Regardless of your answer to question 1, go to question 2.
Question 1. Are you Hispanic or Latino? (A person of Cuban, Mexican, Puerto Rican, South or Central American, or
other Spanish culture or origin, regardless of race.)
Yes No
Question 2. Please select the racial category or categories with which you most closely identify by placing an "X" in the appropriate box(s). Check as many as apply.

RACIAL CATEGORY (Check as many as apply)	DEFINITION OF CATEGORY
American Indian or Alaska Native	A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
Asian	A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
Black or African American	A person having origins in any of the black racial groups of Africa
Native Hawaiian or Other Pacific Islander	A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
White	A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.